

Lois B. Jacob
Commissioner of the Revenue



City of Fredericksburg
715 Princess Anne Street
P. O. Box 644
Fredericksburg, VA 22404-0644
Telephone: 540 372-1004
Fax: 540 372-1197

Year_____

Acct#_____

BUSINESS LICENSE APPLICATION FOR CONTRACTORS

Federal ID Number/Social Security Number_____

(must provide copy of FEIN letter from IRS)

Type of Ownership ☐ Sole Proprietor ☐ Corporation* ☐ LLC* ☐ Partnership
(must provide copy of Certificate of Incorporation/Organization from State Corporation Commission)

Trade Name_____

Incorporated Name_____

Mailing Address_____

Business Owner_____

Home Address of Owner_____

Location of Job in City_____

Business Phone_____ Alternate Phone_____

VA State Contractor's License No._____ or Tradesman's License No._____ Exp Date_____

Estimated Date of Contract Completion_____

Total Amount of Contract:_____

Estimated Gross Receipts for current year (through December 31)_____

(calculated tax - flat fee of \$25 for gross receipts under \$50,000; over \$50,000 and under \$200,000 multiply amount over \$50,000 by \$0.0016 and add \$25; over \$200,000, multiply total gross receipts by \$0.0016)

Signature of Owner_____ Title_____ Date_____

Print Name of Owner_____

*Complete if incorporated or an LLC registered with the State Corporation Commission

Address of Principal Corporate Office_____

State of Incorporation/Organization_____ Date of Charter_____

Date of Qualification in Virginia if a Foreign Corporation_____

Name of Registered Agent_____

Address of Registered Agent_____

For Office Use Only

- ☐ VA State Contractor/Tradesman License or Affidavit
- ☐ If exempt, copy of license from other jurisdiction
- ☐ Worker's Compensation info completed on reverse

Code 10200 Rate \$0.0016 License Tax_____

Deputy

THIS LICENSE EXPIRES DECEMBER 31, ANNUALLY

ADDITIONAL INSTRUCTIONS

New businesses in business less than 12 months, please provide the prior year actual gross receipts **and** the current year estimated gross receipts. Established businesses should report prior year gross receipts.

Your business must be properly zoned before you begin operating. (Zoning # 540-372-6412)

All fictitious names must be registered with the Clerk of the Circuit Court before this license is issued. (Clerk's Office # 540-372-1066)

BUSINESSES WITH LESS THAN \$50,000 OF GROSS RECEIPTS

If the gross receipts for any license category are less than \$50,000, you will pay a minimum license fee of \$25 per category to obtain a business license. Any flat rate taxes for the sale of alcohol or tobacco are in addition to the minimum license fee.

LICENSE RATES ON GROSS RECEIPTS BETWEEN \$50,000 AND \$200,000

(in addition to minimum license fee)

Wholesale merchants	\$.05/\$100 of gross receipts over \$50,000
Construction contractors	\$.16/\$100 of gross receipts over \$50,000
Retail sales of motor vehicles and vehicle fuel.....	\$.19/\$100 of gross receipts over \$50,000
Retail sales, including restaurants.....	\$.20/\$100 of gross receipts over \$50,000
Motor vehicle repair.....	\$.26/\$100 of gross receipts over \$50,000
Coin operated amusements	\$.26/\$100 of gross receipts over \$50,000
Commission merchants	\$.36/\$100 of gross receipts over \$50,000
Services-repair, personal, business and all other	\$.36/\$100 of gross receipts over \$50,000
Financial services.....	\$.46/\$100 of gross receipts over \$50,000
Professional and real estate services	\$.58/\$100 of gross receipts over \$50,000

LICENSE RATES ON GROSS RECEIPTS OVER \$200,000

(minimum license fee does not apply)

Wholesale merchants	\$.05/\$100 of total gross receipts
Construction contractors	\$.16/\$100 of total gross receipts
Retail sales of motor vehicles and vehicle fuel.....	\$.19/\$100 of total gross receipts
Retail sales, including restaurants.....	\$.20/\$100 of total gross receipts
Motor vehicle repair.....	\$.26/\$100 of total gross receipts
Coin operated amusements	\$.26/\$100 of total gross receipts
Commission merchants	\$.36/\$100 of total gross receipts
Services-repair, personal, business and all other	\$.36/\$100 of total gross receipts
Financial services.....	\$.46/\$100 of total gross receipts
Professional and real estate services	\$.58/\$100 of total gross receipts

FLAT RATES

Sale of mixed beverages (restaurants – based on seating capacity)*

50-100 = \$100* 100-150 = \$175* 150 and over = \$250* Non-profit clubs = \$75*

Sale of beer for on-premise consumption\$30*

Sale of beer for off-premise consumption\$25*

Sale of wine for on-premise consumption\$20*

Sale of wine for off-premise consumption.....\$25*

Sale of any tobacco products\$20*

Itinerate merchants and/or Peddlers.....\$200 per calendar year

*In addition to gross receipts tax; all alcohol sales must still be included in gross receipts

Contact the Office of the Commissioner of the Revenue with any questions 540-372-1004